

Administrative Guide to State Government revisions and updates

As part of the Ad Guide Update Project, the following Administrative Guide to State Government documents have been revised and posted on the [State of Michigan website](#).

- Revise 0210.06 Conduct on State Property
- New 0210.08 Obtaining Written Authorization for Using State Buildings and Grounds
- Revise 0240 Emergencies/Disasters
- Revise 0240.01 General or Isolated Emergencies
- Revise 0240.07 State Facility Closure
- Revise 0250 Security
- Revise 0250.01 Security Measures at State Facilities
- Revise 0250.03 Security at Public Meetings
- Revise 0340 Materials Management Services
- Revise 0340.02 Agency Forms and Publications
- Revise 0340.04 Treatment of Federally Donated Property
- Revise 0340.05 Disposal of State Agency Property
- Revise & renumber: 1210.32 Information Processing Report
- Revise 1305 Information Technology Policy

As part of the Ad Guide Update Project, the following Administrative Guide to State Government documents have been rescinded and removed from the website:

- Rescind 0240.06 Internal Building Closures
- Rescind 0340.03 Warehousing and Storage Services
- Rescind 1220.02 Garnishments and Levies
- Rescind 1310 Information Standards Planning
- Rescind 1310.01 Information Processing Report
- Rescind 1310.02 Information Processing Security
- Rescind 1310.04 Standardization of Data Elements and Codes

- Rescind 1310.06 Information Processing and System Development Requirements
- Rescind 1310.07 Systems Development Life Cycle
- Rescind 1310.09 Quality Assurance
- Rescind 1310.10 Assessment, Approval and Review Procedures
- Rescind 1310.11 Acquisition of Information Processing Resources
- Rescind 1310.12 Mainframe Computer Information Processing
- Rescind 1310.15 Electronic Mail Standard
- Rescind 1310.20 Internet Domain Name Service and Naming Standard
- Rescind 1310.22 Desktop Suite Standard
- Rescind 1310.23 Electronic Data Interchange (EDI) Standard
- Rescind 1310.24 Automated Licensing Systems – License 2000
- Rescind 1310.25 Electronic Document Management and Imaging Systems (DMS) Standard
- Rescind 1310.26 Customer Service Center Functional Standard
- Rescind 1310.29 Server Based Computing (SBC) Standard
- Rescind 1310.30 Year 2000 Compliance
- Rescind 1310.34 Database Management Systems (DBMS)
- Rescind 1320.01 Public Access to State Information
- Rescind 1330 Information Planning
- Rescind 1330.01 Agency Operating Units Strategic Plans
- Rescind 1330.03 Automated Human Resources Management Systems (HRMS)
- Rescind 1350.10 Authentication Requirement for Access to Networks, Systems, Computers, Databases and Applications
- Rescind 1350.20 Authorization Prerequisite for Access to Protected Data Resources
- Rescind 1350.40 Access Control Criteria for Right to Use Automated Information Resources
- Rescind 1350.90 Secure Disposal of Installed and Removable Digital Media
- Rescind 1380 Project Management
- Rescind 1380.01 Project Management Tool Standard
- Rescind 1410 Telecommunications
- Rescind 1410.01 System 85 and Voice Mail Telecommunications
- Rescind 1410.02 State Operator Assistance
- Rescind 1410.03 Telecommunications Consulting

- Rescind 1410.04 Telecommunications Training
- Rescind 1410.05 Telecommunications Repair Process
- Rescind 1410.06 Telecommunications Directory Listing
- Rescind 1410.07 Teleconferencing
- Rescind 1410.08 Videoconferencing
- Rescind 1410.12 Transmission Media Standards
- Rescind 1410.13 Telecommunications Invoice Corrections
- Rescind 1410.14 Personal Use of State Telephones
- Rescind 1410.16 Novell Server Naming and IPX Network Addressing Standard
- Rescind 1410.17 Michigan State Government Network Security Policy
- Rescind 1410.19 Data Exchange Gateway (DEG)
- Rescind 1410.20 Client Firewall Standard
- Rescind 1410.21 Procurement and Acceptable usage of the State Wireless Device by State Employees
- Rescind 1410.88 Desktop Log-off System Shutdown
- Rescind 1413 Directory Assistance
- Rescind 1416 Electronic Asset Management
- Rescind 1416.01 Electronic Asset Management Standard
- Rescind 1460 Acceptable Use of State of Michigan Information Technology Resources
- Rescind 1460.01 Using Copyrighted Material, Digital Content and Files

All Information Technology (IT) Policies, Standards and Procedures can be found on the [DTMB Intranet](#).

Please make affected staff in your department aware of the revised documents and rescinded procedures.